



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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June 4, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: ADOPT, ADVERTISE, AND
AWARD JESSE OWENS PARK PARKING LOT
CITY OF LOS ANGELES – INGLEWOOD AREA
SPECS. 6904; C.P. 69583
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

This action is to adopt and advertise for bids and award a contract to construct a 42-space surface parking lot at Jesse Owens Park in the City of Los Angeles.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Adopt plans and specifications for construction of the Jesse Owens Park Parking Lot project at an estimated \$389,000 construction cost, and instruct the Executive Officer of the Board to advertise for bids to be received and opened on June 24, 2008, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
2. Authorize the Acting Director of Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$2,200 not-to-exceed fee funded by existing project funds and to establish the effective date following determination by the Acting Director of Public Works of the apparent Lowest Responsive and Responsible Bidder.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

3. Authorize awarding a construction contract to be financed from the Safe Neighborhood Parks Proposition of 1996 and from the Park Improvement Special Fund to the apparent Lowest Responsive and Responsible Bidder meeting the criteria adopted by your Board, subject at the satisfactory and timely completion of a baseline construction schedule for the project by the bidder and receipt by the County of acceptable Performance and Payment Bonds and evidence of required contractor insurance.
4. Delegate to the Acting Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent Lowest Responsive and Responsible Bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award, including the criteria adopted by your Board for contract award; to award and execute the construction contract, in the form previously approved by County Counsel, to the Lowest Responsive and Responsible Bidder meeting all such conditions; and to establish the effective date of the contract upon receipt by the Acting Director of Public Works of acceptable Faithful Performance and Payment for Labor and Materials Bonds and evidence of required contractor insurance.
5. Approve the Youth Employment Plan.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approving the recommended actions will authorize competitive bidding for construction and to authorize the award of a construction contract for the Jesse Owens Park Parking Lot project.

Approving the Youth Employment Plan (Attachment C) acknowledges that the County has exceeded the minimum obligations to employ youth-at-risk.

On August 21, 2007, your Board authorized the Department of Public Works (Public Works) to initiate development of the Jesse Owens Parking Lot project.

Jesse Owens Park is a 20-acre community regional park located at 9651 South Western Avenue, Los Angeles, California. The proposed project entails the demolition of an existing comfort station, shuffleboard courts, shade covers, light fixtures and poles, and construction of a 42-space parking lot along Western Avenue to provide parking for the numerous park patrons, as well as security lighting, landscaping, and walkways connected to the existing swimming pool building.

Demolition has been completed through the use of a Job Order Contract that was previously authorized by your Board. Plans and specifications for new construction are now complete. We are recommending that your Board advertise for construction bids.

The proposed schedule (Attachment A) has been revised to reflect a shorter than expected design and plan check and jurisdictional approvals period.

In order to expedite construction of the project, it is further recommended that your Board authorize the Acting Director of Public Works to award and execute a construction contract to the apparent Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements Section of this letter), if the low bid is within the estimate of new construction costs (\$389,000), or if it exceeds by no more than ten percent of the estimate (maximum of \$427,900) and contingent on that bidder completing a baseline schedule that conforms to the County's specifications. If there are no bids that are within the estimate of new construction costs, we will come back to your Board to reject all bids and recommend additional actions for your approval.

Approval of the recommended actions will also authorize the execution of a consultant agreement with the apparent Lowest Responsive and Responsible Bidder (as defined in the Facts and Provisions/Legal Requirements Section of this letter) to prepare a baseline construction schedule that conforms to the County's schedule specifications. Preparation of a baseline schedule is critical to successfully manage construction activities by the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, we may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Green Building/Sustainable Design

In support of the County's Green Building/Sustainable Design Policy, the project will incorporate use of energy efficient fixtures and recycled materials to the extent feasible. In addition, this project will also address storm water runoff issues.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Fiscal Responsibility (Goal 4) by investing in public infrastructure, and Children and Families' Well-Being (Goal 5) by providing sufficient parking to the community with the convenience to participate in enhanced recreational opportunities that will promote good health, social and emotional well-being.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base construction contract is \$389,000 without contingency. This amount is the previous approved construction budget amount less the executed Job Order Contract \$96,600 value for demolition.

The total project cost estimate is \$764,000, including preparing plans and specifications, plan check fees, construction, change orders contingency, consultant services, miscellaneous expenditures, and County services. The Project Schedule and Budget Summary are included in Attachment A.

There will be no impact to the County General Fund. The proposed project is currently funded by \$638,000 under the Safe Neighborhood Parks Proposition of 1996 (1996 Proposition) from the Regional Park and Open Space District and \$126,000 from the Park Improvement Special Fund to the Jesse Owens Park Parking Lot project.

Operational Financing

Based on the project description, the Department of Parks and Recreation (Parks and Recreation) does not anticipate any one-time and/or ongoing costs resulting from the recommended actions. Maintenance of the additional parking spaces will be assimilated into the existing maintenance of the original parking spaces. Should the necessity arise, Parks and Recreation will work with the Chief Executive Office to determine the appropriate level of maintenance and available funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Applicable law, including the State Public Contract Code, requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which refers to the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a "responsible" bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As required by your Board, the project cost includes one percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

Bidders will also be required to show full compliance with Los Angeles County Code, Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On August 21, 2007, your Board found that the project is categorically exempt from California Environmental Quality Act (CEQA) according to State CEQA Guidelines, Sections 15301, 15303, 15304 (a) (b), and 15311 (b), and the County of Los Angeles Environmental Document Reporting Procedures and Guidelines, Classes 1, 3, 4 (a) (c), and 11 (f), adopted by your Board on November 17, 1987, because the project provides for minor alteration of existing facilities, installation of new accessory structures, minor grading, and landscaping. A Notice of Exemption was filed with the Registrar-Recorder/County Clerk on October 15, 2007.

The Honorable Board of Supervisors
June 4, 2008
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CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B).

The contract requires the consultant to pay its employees applicable prevailing wages in accordance with California Labor Code.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted, stamped copy of this letter to my office, and one to the Department of Public Works (Project Management Division II).

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTJ:DDE:DL
JSE:DJT:CY:zu

Attachments

c: Auditor-Controller
County Counsel
Department of Parks and Recreation
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance

June 4, 2008

ATTACHMENT A

**DEPARTMENT OF PUBLIC WORKS: ADOPT, ADVERTISE, AND
AWARD JESSE OWENS PARK PARKING LOT
CITY OF LOS ANGELES – INGLEWOOD AREA
SPECS. 6904; C.P. 69583
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Project Program	03/30/07*	03/30/07*
Design	03/04/08	02/05/08*
Jurisdictional Approvals	05/30/08	05/22/08*
Bid and Award	07/31/08	07/02/08
Construction Substantial Completion	10/11/08	10/06/08
Begin Operations	12/02/08	10/21/08
Project Closeout Acceptance	04/01/09	11/18/08

* Indicates completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget	Impact of This Action	Revised Project Budget
Fixed Assets -Land	N/A	N/A	N/A
Buildings & Improvements			
Low Bid Construction Contract	\$ 487,100	(\$ 98,100)	\$ 389,000
JOC Contract	\$ 0	\$ 96,600	\$ 96,600
Change Orders	\$ 73,900	\$ 0	\$ 73,900
Departmental Crafts	\$ 0	\$ 0	\$ 0
Youth Employment	\$ 0	\$ 0	\$ 0
ISD Labor	\$ 0	\$ 0	\$ 0
Construction Consultants	\$ 0	\$ 0	\$ 0
Misc. Expense	\$ 0	\$ 0	\$ 0
Telecomm Equip - Affixed to Building	\$ 0	\$ 0	\$ 0
Civic Arts	\$ 5,000	\$ 0	\$ 5,000
Subtotal	\$ 566,000	(\$ 1,500)	\$ 564,500
Building & Improvements - Development	\$ 0	\$ 0	\$ 0
Plans & Specifications	\$ 40,000	\$ 0	\$ 40,000
Consultant Services			
Site Planning	\$ 0	\$ 0	\$ 0
Hazardous Materials	\$ 5,730	\$ 0	\$ 5,730
Geotech/Soils Test	\$ 11,670	\$ 0	\$ 11,670
Material Testing	\$ 0	\$ 0	\$ 0
Cost Estimating	\$ 16,600	\$ 0	\$ 16,600
Topographic Surveys	\$ 0	\$ 0	\$ 0
Construction Management	\$ 0	\$ 0	\$ 0
Construction Administration	\$ 0	\$ 0	\$ 0
Environmental	\$ 0	\$ 0	\$ 0
Move Management	\$ 0	\$ 0	\$ 0
Equipment Planning	\$ 0	\$ 0	\$ 0
Legal	\$ 0	\$ 0	\$ 0
Contract/Change Order	\$ 0	\$ 0	\$ 0
Other	\$ 3,000	\$ 0	\$ 3,000
Soil Report	\$ 6,000	\$ 0	\$ 6,000
Soil Testing	\$ 0	\$ 0	\$ 0
Subtotal	\$ 43,000	\$ 0	\$ 43,000

Budget Category	Project Budget	Impact of This Action	Revised Project Budget
Miscellaneous Expenditures	\$ 5,000	(\$ 5,000)	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 12,000	\$ 0	\$ 12,000
County Services			
Code Compliance Inspection	\$ 0	\$ 0	\$ 0
Quality Control Inspection	\$ 20,742	\$ 0	\$ 20,742
Design Review	\$ 350	\$ 0	\$ 350
Contract Administration	\$ 1,742	\$ 0	\$ 1,742
Project Management	\$ 65,798	\$ 0	\$ 65,798
Project Management Support Services	\$ 5,425	\$ 0	\$ 5,425
ISD Job Order Contract Management	\$ 0	\$ 0	\$ 0
DPW JOC Management	\$ 0	\$ 1,500	\$ 1,500
ISD ITS Communications	\$ 0	\$ 0	\$ 0
Project Security	\$ 0	\$ 0	\$ 0
Project Technical Support	\$ 3,943	\$ 0	\$ 3,943
Office of Affirmative Action	\$ 0	\$ 5,000	\$ 5,000
County Counsel	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 0	\$ 0
Sheriff Job Order Contract Management	\$ 0	\$ 0	\$ 0
Design Services	\$ 0	\$ 0	\$ 0
Subtotal	\$ 98,000	\$ 6,500	\$ 104,500
Total	\$ 764,000	\$ 0	\$ 764,000

June 4, 2008

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS: ADOPT, ADVERTISE, AND
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Acting Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPEC.</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
2	6904	Jesse Owens Park Parking Lot	\$50	June 24, 2008

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 2 p.m. on June 24, 2008. Bids will be publicly opened, examined, and declared by Public Works at 2:30 p.m. on this date in the Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

The Public Works' Project Management Team will hold a nonmandatory prebid conference at 10 a.m. on June 17, 2008, at the project site located at 9651 South Western Avenue, Los Angeles, California, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Grace Stohs with the Public Works' Project Management Team at (626) 458-5114.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated June 4, 2008.

Spec. 6904

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

ATTACHMENT C

DEPARTMENT OF PUBLIC WORKS: ADOPT, ADVERTISE, AND AWARD JESSE OWENS PARK PARKING LOT CITY OF LOS ANGELES – INGLEWOOD AREA SPEC. 6904; C.P. 69583 (SECOND DISTRICT) (3 VOTES)

BACKGROUND (Scope of Work)

The scope of work includes the construction of a 40-space parking lot along Western Avenue, which will include security lighting and landscaping. Additionally, walkways will be installed to connect the parking lot to the existing swimming pool building. The project will also consist of demolition of an existing free standing comfort station, shuffleboard courts, shade covers, light fixtures, and poles.

Tasks that may be performed by At-Risk Youth

This project is being performed by a contractor; therefore, youth will not be performing any of the tasks on this project.

Estimated Cost of Youth Employment

Not Applicable.

Method of Youth Employment

The Department of Parks and Recreation (Department) has full-time and part-time youth employed in various areas of the Department. The Youth Enhancing Parks Program allows youth to work on projects based on their training, experience, and physical class, as qualified. Youth will be managed and supervised by Department's staff. In addition, the Department requires contractors to make a good faith effort to employ at-risk youth from the community in which the project is being carried out in compliance with the County's definition of "at-risk youth".

Youth Employment Goal

Under the provisions of Los Angeles County Regional Park and Open Space District's policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles in the amount of \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996) has been met; however, the Department actively pursues employment opportunities for at-risk youth on all projects.